

**OIL SPILL RESPONSE STANDARD OPERATING PROCEDURES****FOR HAMPTON ROADS**POLICY

Navy policy requires commands to prepare for and to respond to Navy oil and hazardous substance (OHS) spill/release incidents and to undertake immediate, direct action to minimize the effect of a Navy OHS spill/release upon human health and safety and the environment. These response efforts include, but are not limited to, reporting, investigation, containment and cleanup requirements. These requirements apply ANYTIME an OHS spill or release occurs or is discovered even if your vessel or facility is not the spill/release source.

The following Standard Operating Procedures apply in the event of a spill or release of oil or hazardous substance within the CNRMA AOR. It is intended to supplement, not replace, any command-specific SOPs, checklists, or other guidance in responding to OHS incidents.

☐ COMPLY WITH COMMAND-SPECIFIC OHS SPILL/RELEASE RESPONSE SOP, CHECKLIST(S), ETC.

☐ TAKE IMMEDIATE ACTION TO STOP, CONTAIN AND CLEANUP SPILL.

Navy personnel can contain the spill, provided they have proper training and equipment to do so.

☐ MAKE IMMEDIATE VOICE REPORT OF INCIDENT TO LOCAL INSTALLATION COMMANDING OFFICER, COMMANDING OFFICERS OF ADJACENT SHIPS, PIER SOPA, AND DESIGNATED SHORE INSTALLATION EMERGENCY DISPATCHER AFTER COMPLETING THE INSTALLATION VOICE REPORT INFORMATION WORKSHEET AT ENCLOSURE (1).

TIME IS CRITICAL DO NOT POSTPONE NOTIFICATION DUE TO LACK OF COMPLETE INFORMATION.

Reporting Guidance

Discharges at anchorage. Report to the cognizant installation.

Discharges at private shipyards. Report to the vessel's homeport emergency dispatcher and CNRMA Navy On-Scene coordinator.

Discharges at sea. Report to the cognizant Navy On-Scene Coordinator.

☐ CALL PWC NORFOLK SPILL RESPONSE TEAM IF CONTAINMENT AND CLEAN UP ASSISTANCE IS REQUIRED. 0730-1600 CALL (757) 444-7528; 1600-0730 CALL (757) 444-3477

☐ MAKE IMMEDIATE TELEPHONIC REPORT TO U.S. COAST GUARD NATIONAL RESPONSE CENTER (NRC) AFTER COMPLETING THE NRC WORKSHEET AT ENCLOSURE (2)

Navy policy requires Navy commands to report by voice to the U.S. Coast Guard National Response Center of any discharge of oil which causes a sheen upon or discoloration beneath the surface of the navigable waters of the United States, any other discharge of oil which threatens to reach the navigable waters of the U.S. and/or any release of hazardous substance(s). See OPNAVINST 5090.1B, CH-2, 10-4.2.1

☐ ISSUE SITREP/OPREP (only if warranted)

SITREP	<input type="checkbox"/> sent	<input type="checkbox"/> not sent	DTG:
Copy	<input type="checkbox"/> attached	<input type="checkbox"/> not attached	Comments:

☐ ISSUE OIL SPILL/HAZARDOUS SUBSTANCE RELEASE REPORT WITHIN SIX HOURS OF THE INCIDENT. USE THE OIL SPILL/HAZARDOUS SUBSTANCE RELEASE REPORT WORKSHEETS AND MESSAGE FORMATS AT ENCLOSURE (3). (mandatory)

REPORT	<input type="checkbox"/> sent	<input type="checkbox"/> not sent	DTG:
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☐ INITIATE AND/OR COMPLETE RESPONSE ACTION(S).

☐ IF REQUIRED CONDUCT PRELIMINARY INQUIRY INVESTIGATION USING PRELIMINARY INQUIRY WORKSHEET FORMAT AT ENCLOSURE (4). SUBMIT TO COGNIZANT TYCOM VIA ISIC WITHIN 24-HOURS OF INCIDENT. SEEK ISIC ASSISTANCE IF NEEDED.

☐ COMPLY WITH OHS SPILL INFORMATION DISSEMINATION GUIDANCE CONTAINED IN ENCLOSURE (5) AS REQUIRED.

☐ COMPLY WITH NAVY SHIP ACCESS GUIDANCE CONTAINED IN ENCLOSURE (6) AS REQUIRED.

☐ ISSUE FOLLOW-UP SITREP UPDATING INITIAL REPORT(S) AS REQUIRED.

INDICATE STATUS OF PRELIMINARY INQUIRY, REQUESTS FOR INFORMATION FROM FEDERAL/STATE OR LOCAL AUTHORITIES, INFORMATION CONCERNING OTHER FEDERAL/STATE/LOCAL INVESTIGATIONS, FINAL FINDINGS OF FACT CONCERNING SOURCE, AMOUNT SPILLED/RELEASED, CLEANUP ACTIONS TAKEN/REMAINING, DISCIPLINARY OR ADMINISTRATIVE ACTIONS TAKEN/PENDING AND LESSONS LEARNED.

ATTACH A COPY OF COMPLETED CHECKLIST TO PRELIMINARY INQUIRY.